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NINETY-FIFTH CONGRESS

## Congress of the United States

## House of Representatives

COMMITTEE ON GOVERNMENT OPERATIONS

2157 Rayburn House Office Building

Washington, D.C. 20515

August 4, 1977

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77-5390

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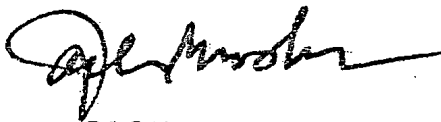
Admiral Stansfield Turner  
 Director  
 Central Intelligence Agency  
 Washington, D. C. 20505

Dear Admiral:

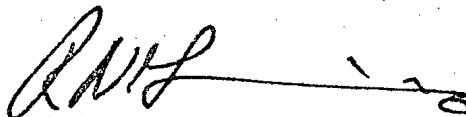
The Committee on Government Operations and the Committee on the Budget wish to obtain current information on the status of Federal Agency practices in acquiring commercial products and services which are within the purview of OMB Circular A-76. We also wish to develop data on the effects of contracting out on the Federal budget, employment levels within the Executive Branch, and economic activity in the private sector.

The information requested should be readily available. It would therefore be appreciated if your agency would complete and return the attached questionnaire within one month. It would also be appreciated if a staff representative be designated to serve as a point of contact in case questions may arise.

Sincerely,



JACK BROOKS  
 Chairman  
 Committee on  
 Government Operations



Robert N. Giaimo  
 Chairman  
 Committee on the Budget

attachment

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 RECORD COPY

Questionnaire Concerning the Acquisition or Contracting  
Out of Commercial Products and Services

1. Provide the most current inventory of in-house commercial and industrial activities operated or managed by your agency as required by OMB Circular A-76. If an inventory has not been prepared in the last 3 years, please prepare one following the Circular's guidelines.
2. Utilizing the above inventory and other relevant information (cite sources), please provide the following information for each activity:
  - a) date initiated, if within last 5 years;
  - b) capital investment
  - c) costs incurred by your agency in operating or maintaining the activity in fiscal year 1976;
  - d) most recent review conducted by your agency as required by OMB Circular A-76;
  - e) indicate whether a cost analysis was prepared for each activity reviewed, and the result thereof;
  - f) cite the A-76 exception(s) relied upon to justify retaining the activity in-house;
3. Please provide the procedures prepared by your agency for implementing A-76; and please indicate your contact point.
4. Provide a list of commercial or industrial activities covered under A-76 which are presently being procured by your agency on a contract basis out of house.
5. For each activity listed in number 4, please provide the following information:
  - a) date initiated;
  - b) name and geographic location of each contractor;
  - c) indicate whether a comparative cost analysis was prepared and the results;
  - d) indicate the basis on which you decided to contract-out each activity;
  - e) the contract costs incurred by your agency annually for the last five years.
  - f) most recent review which was conducted to determine if such activity should continue to be contracted out;
  - g) indicate whether such activity could be performed in-house at a lower cost and/or with greater efficiency if additional funding were made available;
  - h) for each activity listed in (g), provide an estimate of the additional capital investment, annual funding, and additional staffing that would be required and any estimated cost savings;

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- i) acquisition cost of government property furnished to the contractor and whether such was taken into consideration in the preparation of a cost analysis;
- j) indicate whether the activity was contracted out in order to conform to a budget employment ceiling imposed on your agency.

*Suppl* 6. Provide a list of commercial or industrial activities which are contracted out by your agency but which have been omitted from your A-76 inventory.

- 7. Please provide your best estimate of the employment represented by the activities contracted out--in terms of both agency employment not required and impact on the private sector. Include any dollar volumes where available.
- 8. If your agency prepares cost analyses, in connection with A-76 reviews, do you include the 10% differential favoring contracting-out?

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# EXECUTIVE SECRETARIAT

## Routing Slip

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TO:		ACTION	INFO	DATE	INITIAL
1	DCI				
2	DDCI		X		
3	D/DCI/IC				
4	DDS&T				
5	DDI				
6	DDA		X		
7	DDO				
8	D/DCI/NI				
9	GC				
10	LC				
11	IG				
12	Compt		X		
13	D/Pers				
14	D/S				
15	DTR				
16	A/DCI/PA				
17	AO/DCI				
18	C/IPS				
19	DCI/SS				
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21					
22					
SUSPENSE		Date _____			

Remarks:

For direct response.

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Executive Secretary

10 Aug 77